



**TOWN OF STEADY BROOK**  
**PUBLIC MEETING**  
**APRIL 21, 2022**

**ATTENDANCE:**

Deputy Mayor Sarah Kennedy-Dyson

Tracy Caines (Town Manager)

**Councillors:**

C. Diamond  
C. Mackey  
C. Jenkins  
C. Wight

**ABSENT:** Mayor Dawson & Councillor Morrissey

*The meeting was called to order at 7:00pm.*

**Agenda Item**

**1) Call Meeting to Order**

Deputy Mayor Kennedy-Dyson called the meeting to order at 7:00 p.m. Deputy Mayor welcomed the public who were present. Deputy Mayor introduced Council and Staff.

Deputy Mayor asked if there were any additions or omissions to the April 21, 2022, Agenda. There were no additions to the agenda.

Deputy Mayor asked for a motion to adopt the April 21, 2022 Agenda.

**RESOLUTION  
# 2022/032**

**MACKEY/DIAMOND:**

**BE IT RESOLVED TO APPROVE THE AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF APRIL 21, 2022.**

**IN FAVOUR: (5) Diamond, Wight, Jenkins, Mackey, Kennedy-Dyson**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

Deputy Mayor asked if anyone would like to speak to the motion.

No one spoke to the motion.

**1.1) Minutes of Previous Meeting**

Deputy Mayor then proceeded to the adoption of the March 16, 2022, minutes. She asked if there were any errors/omissions to note.

There were no errors or omissions.

Deputy Mayor asked for a motion to adopt the March 16, 2022, minutes.

**RESOLUTION  
# 2022/033**

**DIAMOND/WIGHT:**  
**BE IT RESOLVED TO ADOPT THE MINUTES AS  
PRESENTED FOR THE REGULAR PUBLIC COUNCIL  
MEETING OF MARCH 16, 2022.**  
**IN FAVOUR: (5) Diamond, Wight, Jenkins, Mackey,  
Kennedy-Dyson**  
**OPPOSED: (0)**  
**RESOLUTION CARRIED**

Deputy Mayor asked if anyone would like to speak to the motion.

No one spoke to the motion.

**(2) Business  
Arising  
Action Items**

Nothing to Report.

**(3) Notices of  
Resolutions  
Arising of  
Minutes**

Nothing to Report.

**Delegations &  
Guests**

No Guest

Deputy Mayor proceeded with the Committee Reports.

**(4) Committee  
Reports**

**4.1 OPERATIONS AND PUBLIC WORKS:**

4.1.1 – Maintenance Update

The Chair stated that snow clearing for the year is hopefully completed and suggested that residents who have had any damage done to their lawns to reach out to the Town Office so maintenance personnel can assess the damages and fix accordingly.

4.1.2 - CBCL – Regional Water Supply

Corner Brook/Steady Brook Servicing Plan still under review by both parties.

4.1.3 – Project # 17-GI-21-00103 – Musgrave Drive Lift Station Upgrade

The project is scheduled to start in the Spring of 2022 and to be finished by July 31, 2022.

#### 4.1.4 – Project # 17-GI-22-00080 – Lift Stations/Generators

DMG Consultant has been provided with the drawings of the existing Lift Stations. Project is still in preliminary stages.

#### 4.1.5 – Capital Works Project – Lagoon/Compressor Pumps

Application was submitted November of 2021, for a Municipal Capital Works Project. The Town should hear from Municipal & Provincial Affairs by June or July if approval will be granted.

### **4.2 EMERGENCY MEASURES:**

#### 4.2.1 – Fire Department – Meeting scheduled for March 30, 2022.

The RFC is in talks with the Town of Pasadena regarding Regionalization of Fire Services.

Next meeting is scheduled for April 27, 2022.

### **4.3 PLANNING AND DEVELOPMENT:**

#### 4.3.1 – Building Permit Approvals

Deputy Mayor called for a Motion to approve the Building Permits.

**RESOLUTION  
# 2022/034**

#### **WIGHT/JENKINS:**

**WHEREAS THE TOWN MANAGER HAS APPROVED 2 PERMITS BETWEEN MARCH 11, 2022, TO APRIL 13, 2022, AND PRESENTED TO COUNCIL; BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE PERMIT PRESENTED SUBJECT TO FOLLOWING THE TOWN'S REGULATIONS AND COMPLIANCE WITH THE NATIONAL BUILDING CODE OF CANADA.**

**IN FAVOUR: (5) Diamond, Wight, Jenkins, Mackey, Kennedy-Dyson**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

Deputy Mayor asked if anyone would like to speak to the motion.

Councillor Mackey asked do we normally list what the permits are for. Town Manager informed Council that a Building Permit Summary is in the Public Meeting package which provides the permit #, address and description and is readily available for the public to view if requested.

#### 4.3.2 – Community Hall Renovations

Renovation's upstairs is complete, reached out to vendors regarding a sound system waiting on quotes. Downstairs is almost completed. Deck needs to be done soon as weather permits. Trim and corners on the building to be completed. Town Manager will reach out to Project Manager to request the project be completed by end of May 2022. Delays have been due to supply of materials.

**4.4 RECREATION AND COMMUNITY INVOLVEMENT:**

4.4.1 – Marble Mountain

Councillor Mackey reported the board is functioning well. Marble received funding to do maintenance work – there will be prioritization of what work needs to be done first.

4.4.2 - Come Home Year 2022

The Town is looking at a time frame of mid -August – better weather

4.4.3 – Come Home Year Community Cleanup Project

Start mid- June when the weather gets a little better. Volunteers will be required, and a date will be announced in the next couple of weeks.

4.4.4 – Come Home Year 2022 Cultural Funding

This will be commemorated and revealed at the Come Home Year event.

4.4.5 – Wellness Grant

Money will go towards upgrades to the Pump Track – Proper Drainage

**4.5 FINANCE/ADMINISTRATION & COMMUNICATIONS:**

4.5.1 – Approval of Invoices

Deputy Mayor called for a Motion to approve the invoices.

**JENKINS/DIAMOND:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$51,896.81.**

**IN FAVOUR: (5) Diamond, Wight, Jenkins, Mackey, Kennedy-Dyson**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

Deputy Mayor asked if anyone would like to speak to the motion.

No one spoke to the motion.

4.5.2 – Supplementary Assessment Billing

**JENKINS/MACKEY:**

**WHEREAS COUNCIL OF THE WHOLE REVIEWED INTEREST BEING CHARGED ON SUPPLEMENTAL ASSESSMENTS AND WHEREAS IT WAS DETERMINED NOT TO CHARGE INTEREST ON SUPPLEMENTALS; BE IT RESOLVED THE TOWN OF STEADY BROOK WILL NOT CHARGE INTEREST ON SUPPLEMENTAL ASSESSMENTS.**

**IN FAVOUR: (5) Diamond, Wight, Jenkins, Mackey, Kennedy-Dyson**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**RESOLUTION  
# 2022/035**

**RESOLUTION  
# 2022/036**

Deputy Mayor asked if anyone would like to speak to the motion.

No one spoke to the motion.

**4.8 WATERSHED AND ENVIRONMENT:**

4.8.1 – Watershed

Meeting to be determined.

Town Manager received signage from the Department of Service NL to be put up in the watershed area.

**5. OTHER CORRESPONDENCE:**

Nothing to Report.

**6. OTHER BUSINESS:**

Nothing to Report.

**7. COUNCILOR'S / MAYOR FORUM:**

Councillor Mackey thanked the Public Works Committee and the staff for doing a great job this winter with the snow clearing.

RESOLUTION  
# 2022/037

**MACKEY:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADJOURN THE MEETING ON April 21, 2022, AT 7:25 PM.**

MEETING WAS ADJOURNED AT 7:25 PM.

NEXT PUBLIC MEETING WILL BE ON MAY 19, 2022.

  
Deputy Mayor Kennedy-Dyson

  
Town Manager